

# Buffalo State College

## Waiver/Reduced Fees/Adjustments/Refunds

### Broad Based Fee Background

Buffalo State College charges broad-based fees to all enrolled students to finance discrete activities that benefit the student body, excluding those activities that are part of the core instructional program. Buffalo State is required to submit a five-year broad-based fee plan annually to the State University of New York (SUNY) System Administration, including proposals to charge new fees and adjust existing fees. Plans may include one-time adjustments and/or multi-year adjustments to campus fees.

Part-time students are charged mandatory fees on a per-credit-hour basis, with a maximum threshold for the student when enrolled for 12 or more credit hours that semester.

Buffalo State College charges mandatory broad-based fees during summer and winter sessions for services supported by fee revenue that are available at that time. Fees are pro-rated based on credit hours.

Types and descriptions of each broad-based fee are available on the Student Accounts website for [undergraduate](#) and [graduate](#) students.

### SUNY Approved 2020-21 Broad Based Fee Assessments

Fee	FT Students	PT Students per credit hour	Applies to UG students	Applies GR students
Athletics*	\$ 343.00	\$ 14.25	yes	
Health	\$ 349.00	\$ 14.65	yes	yes
Technology	\$ 364.00	\$ 15.15	yes	yes
College Fee	\$ 50.00	\$ 1.70	yes	yes
Transportation**	\$ 110.00	\$ 4.55	yes	
<b>Subtotal</b>	<b>\$ 1,216.00</b>	<b>\$ 50.30</b>		
Student Activity Fee	\$200.00	\$8.50	yes	
GSA Fee***	\$42.00	\$3.50		yes

\*Athletics fee was reduced by 17% of the 2019/20 rates for fall 2020, effective at the start of the semester (\$171.50 to \$142.34).

\*\*Transportation fee remained at 2019/20 rate for fall 2020.

\*\*\*Graduate Student Association (GSA) fee was reduced by 50% for fall 2020, effective at the start of the semester.

### Broad Based Fee Waivers

Broad-based fee waivers are granted for Buffalo State students who meet one of three conditions:

- (1) those who are enrolled in study-abroad;
- (2) those who reside outside of Erie and Niagara counties and are enrolled exclusively in online courses; or
- (3) those who reside outside of Erie and Niagara counties and are participating exclusively in off-site internships, master's project, student teaching curricula, or similar that never meet on campus.

Fees subject to waiver are the athletics and transportation fees. Fee waivers are not automatic.

Students may apply for broad based fee waivers until one week after the registration deadline for each term or semester. Tuition, the college fee, the technology fee, and the health fee will receive no adjustments or refunds.

### **Broad Based Fee Adjustments/Refund Practice**

Broad-based fees provide funding for self-supporting services; they should be viewed not as user fees but as conditions of enrollment. The process for establishing and increasing broad-based fee assessments includes stakeholder consultation and presentation of costs associated with each fee. Some of the costs associated with each fee represent long-term obligations needed to ensure continuity of programs and services beyond a particular academic year. The college highly encourages participation in services offered and has modified service delivery modes for the 2020-21 academic year to ensure service availability to all students regardless of learning modality. Such services include telehealth and new virtual activities, along with recreational and intramural activities, wellness programs, and facilities for students.

During the fall semester a group comprised of fee stewards and Financial Management Department staff review services planned for academic year and benefits provided to students. The committee provides recommendations to senior leadership to maintain approved fees, increase fees, or reduce a fee below the approved rate for a given semester or academic year.

See [Exhibit A](#) for the fall 2020 broad-based fee steward and senior leadership approved fee schedule as of 07/23/2020.

### **Broad Based Fee Service Disruption**

- In the event service disruption occurs mid-semester, students will be eligible for certain pro-rated financial adjustments and refunds. These financial adjustments and refunds will be primarily based on the amount of time remaining in the term as well as the work of the financial workgroup. This workgroup will determine if a student financial adjustment or refund is appropriate, dependent on approval from SUNY System Administration.

### **Course-Based Fees**

#### **Fall Semester Review**

- Financial Management requested that any course fees are provided to them by early spring by the deans of each division.
- Adjusted course fees were provided to Student Accounts to ensure fees were properly established for fall student billing.

#### **Service Disruption**

- The college will re-engage deans with fall semester templates for consideration.
- Potential adjustments and refunds will primarily be based on the amount of time remaining in the term as well as the work of the financial workgroup.
- The college financial workgroup will determine if a student adjustment and refund is appropriate, dependent on approval from SUNY System Administration.

### **Campus Approved Fees Fall Semester Review**

#### **Fall Semester Review**

**Housing Rates** – The Residence Life Office, in collaboration with the President’s Cabinet, adjusted standard fall semester rates to a revised blended rate. Blended rates take into consideration shortened fall semester term and CDC requirements.

**Meal Plan Rates** – Buffalo State Dining Services, with the support of the President’s Cabinet, adjusted meal plan rates from standard rates to reflect shortened fall semester.

## **Service Disruption**

### **Housing**

- The college will engage the Residence Life Office.
- Students will be eligible for certain pro-rated adjustments and refunds. This adjustment will be primarily based on the amount of time remaining in the term, dependent on approval from SUNY System Administration.

### **Meal Plan Rates**

- The College will engage Dining Services and Residence Life.
- Adjustment and refund recommendations will be reviewed and approved by President, Provost, Vice President for Student Affairs, Vice President for Finance and Management, System Administration, and Dining Services.

## **Fall Semester Review**

**Parking Fee** – This is a non-mandatory fee that the College charges students \$70 for the 2020/21 academic year (expires May 31, 2021).

### **Parking Fee Service Disruption**

- Potential adjustments and refunds will be primarily based on the amount of time remaining in the term as well as the work of the financial workgroup.
- The College financial workgroup will determine if a student adjustment and refund is appropriate, dependent on approval from SUNY System Administration.